

2007 Holidays

Exempt and Non-Exempt	Bargaining Unit
January 1 New Year's Day	January 1 New Year's Day
May 28 Memorial Day	May 28 Memorial Day
July 4 Independence Day	July 4 & 5 Independence Day and day before
September 3 Labor Day	September 3 Labor Day
November 22 & 23 Thanksgiving Day and day after	November 22 & 23 Thanksgiving Day and day after
December 24 & 25 Christmas Eve and Christmas Day	December 24 & 25 Christmas Eve and Christmas Day
2 Staff-Designated Floating Holidays ⁽¹⁾	1 Staff-Designated Floating Holiday ⁽²⁾
<p>⁽¹⁾ Exempt and Non-Exempt Staff-Designated Floating Holidays are subject to management approval and cannot be carried over into the next year, donated, or cashed out. Therefore, staff must take them or lose them. Time card coding for these two Holidays is "PH."</p> <p>⁽²⁾ Beginning January 1, 2003, Bargaining Unit staff have eight hours, which represents one floating holiday, placed in their vacation account. Time card coding for this Holiday is "V."</p> <p>NOTE: Holidays run on a calendar year, so you must use them by December 31. For more information, see the SBMS Subject Area on Time Reporting.</p>	